

# 2008 Heritage Barn Preservation Program Guidelines

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Applications available at

<http://www.metrokc.gov/exec/bred/hpp/projects/barnAgain.htm>

Deadline: March 31, 2008



## Heritage Barn Preservation Program Overview

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The King County Historic Preservation Program is pleased to present the guidelines and application form for the 2008 Heritage Barn Preservation Program. The goal of the program is to provide funds for the stabilization, rehabilitation and restoration of historic barns and related outbuildings such as sheds, silos, milkhouses, or other structures that are historically associated with the working life of a farm.

Approximately \$100,000 is available in 2008. Awards are anticipated to be in the range of \$5,000 to \$15,000. Applicants are encouraged to provide matching funds through in-kind labor and materials, the applicant's own cash, or other funding sources.

All recipients of Heritage Barn Preservation funds will contract for reimbursement with King County and must meet defined insurance and public benefit requirements. Please read these *Guidelines* for more information.

## Eligibility

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### *Eligible Applicants*

Eligible applicants include private property owners, non-profit organizations, and local governments. Leaseholders may apply for funds in conjunction with the property owner(s).

### *Eligible Buildings*

Eligible buildings include those that were originally constructed for the storage or shelter of livestock, farm equipment or agricultural products and which are:

- over 40 years old;
- located in King County;
- in need of substantial repair; and
- retain most of their original historic materials and character.

### *Eligible Projects*

- Stabilization including, but not limited to, repairs and replacement of roofs, foundations, sills, walls, structural framework, and building systems.
- Restoration of historic character, features, and materials including, but not limited to, deteriorated siding, windows, cupolas, doors and silos.
- Direct project costs including preservation planning (condition assessments, cost estimates or structural investigations), design, construction (materials, labor, overhead), soft costs (permits, project-specific liability insurance, sales tax), and other costs (financing costs, project management, contingencies).
- All projects must comply with the *Secretary of the Interior's Standards for the Rehabilitation of Historic Properties* (see page 8 for more info). Historic materials, features and finishes should be retained, repaired when possible or replaced in kind; however, an exception is allowed in the area of roofing where metal roofs may replace original shingle roofs.

### *Ineligible Projects*

- Work that is incompatible with the historic nature of the building, such as removing historic building fabric, using non-historic materials such as vinyl or plywood, or building incompatible new additions.

## Evaluation Criteria

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### *Quality and Significance*

- Architectural, historical, and cultural significance of the building.
- Extent to which the project preserves historic character and adheres to established preservation standards, including the *Secretary of the Interior's Standards for Rehabilitation*. The Standards are listed on page 8 of this document.

### *Feasibility*

- Readiness of the applicant to initiate, manage, and complete the project.
- Credible project cost estimate based on consultation with a contractor or architect with demonstrated experience in historic preservation projects.
- Extent to which the project leverages matching funds.

### *Project Impact and Public Benefit*

- Extent to which the project will facilitate the building's long-term preservation and continued use.
- Visibility of the building from a public right-of-way and/or degree of physical accessibility to the building by the public.

### *Miscellaneous Evaluation Criteria*

- Urgency of the threat and need for repair.
- Extent to which the project contributes to the equitable geographic distribution of Heritage Barn Preservation funds throughout King County.
- Projects eligible for other funding programs, such as 4Culture's Landmark Restoration Program or Heritage Cultural Facilities Program, will receive lower priority.

## Application Assistance

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Applicants are encouraged to attend one of the following workshops at which Program staff will review the application and answer questions:

- Monday, February 25, Vashon Public Library, 17210 Vashon Highway SW
- Tuesday, February 26, Carnation Public Library, 4804 Tolt Avenue
- Thursday, March 6, Enumclaw Public Library, 1700 First Street

Assistance from Program staff is also available by phone, e-mail, or in person. Contact Todd Scott at (206) 296-8636 for more information.

## Project Planning - Step One: Get Estimates or Bids

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Applicants are strongly encouraged to meet with building contractors, structural engineers, architects or others with expertise in historic building rehabilitation prior to completing the application. The Washington Trust for Historic Preservation is working to assemble a roster of contractors with historic building rehabilitation and construction experience. Check the Trust's web page at <http://www.wa-trust.org/> for more information.

## Tips for Completing the Application Form

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### *Section 1: Property Information*

- Tax Parcel numbers can be found on King County's Parcel Viewer at [www.metrokc.gov/gis/mapportal/PViewer\\_main.htm](http://www.metrokc.gov/gis/mapportal/PViewer_main.htm) or by calling (206) 296-7300.

### *Section 4: Project Summary*

- Provide a brief who-what-when-where-why statement.

### *Section 6: Property Description*

- Information about properties included in the King County Historic Resource Inventory may be obtained from Charlie Sundberg at [charlie.sundberg@kingcounty.gov](mailto:charlie.sundberg@kingcounty.gov) or (206) 296-8673. Have parcel number or address available.
- Properties listed in the National Register of Historic Places and the Washington Heritage Register can be found in the WISSARD database on the Washington State Department of Archaeology and Historic Preservation's web site at [www.dahp.wa.gov](http://www.dahp.wa.gov).
- Information about properties included in the King County Farmland Preservation Program can be requested from Judy Herring, Farmland Preservation Program at [judy.herring@kingcounty.gov](mailto:judy.herring@kingcounty.gov) or (206) 296-1470. Information about other conservation programs can be requested from Ted Sullivan, Public Benefit Rating System Coordinator at [ted.sullivan@kingcounty.gov](mailto:ted.sullivan@kingcounty.gov) or (206) 205-5170.

### *Section 8: Proposed Work*

Review the *Secretary of the Interior's Standards for Rehabilitation* (page 8 of this document) with potential contractors to ensure that they understand the historic preservation focus of the program. In addition to the summary information requested in this section, applicants may include a more detailed bid or estimate for proposed work as an attachment.

### *Section 9: Project Budget*

#### Expenses

- Break down major expenses into smaller categories, such as labor and materials, or by task such as roof replacement, foundation repair, etc.
- Remember to factor in costs such as building permits and insurance, if necessary.
- Grant funds cannot be used to pay applicants for their labor.

### Matching Funds

- Information about other sources of funding can be found on the Washington State Department of Archaeology and Historic Preservation web site at [www.dahp.wa.gov/pages/HistoricSites/Barns.htm](http://www.dahp.wa.gov/pages/HistoricSites/Barns.htm)
- The value of general volunteer labor is approximately \$15 - \$18 per hour. The value of skilled labor or professional services should be calculated based on general market value.
- Applicant's own labor can be included as in-kind matching funds.

### *Section 12: Financial Need*

Given the limited funding available from this program, partial awards are likely, so applicants should include a contingency plan for funding a smaller piece of the project if possible.

## Application Submittal Information

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**Application Deadline: Monday, March 31, 2008**

**All application materials must be postmarked no later than Monday, March 31, 2008, or delivered to King County Historic Preservation Program offices by 4:30 p.m. on Monday, March 31, 2008. Late applications will not be accepted.**

King County Historic Preservation Program offices are located on the 20<sup>th</sup> floor of the Columbia Center, 701 Fifth Avenue in downtown Seattle.

Contact: Todd Scott, Design Review Coordinator  
(206) 296-8636  
[todd.scott@kingcounty.gov](mailto:todd.scott@kingcounty.gov)

Mailing Address: King County Office of Business Relations & Economic Development  
Historic Preservation Program  
701 Fifth Avenue, Suite 2000  
Seattle, WA 98104

## Application Checklist

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**Send one original and five (5) copies of the completed application form.** Do not staple.

**Send five (5) copies of the attachments.** Do not staple. Attachments should include:

- A map showing the exact location of the property.
- A rough sketch map (site plan) of the farm layout.

- Five to ten photographs (color copies or computer print-outs are acceptable) which clearly illustrate the property's overall setting, the entire building for which funds are requested, and close-up views of the area(s) of the proposed work.
- Bids, cost estimates or condition assessments used to develop the proposal.
- For non-profit organizations, a list of board members and an operating budget for most recently completed fiscal year.
- For public agencies, a brief profile of mission, lead staff, and annual budget.

## Application Process and Timeline

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**Completed applications are due Monday, March 31, 2008.**

In mid April, a panel of preservation professionals will review applications based on the evaluation criteria listed on page 3 of this document. The panel may recommend full funding, partial funding or no funding. The panel will forward its recommendations to the King County Landmarks Commission for final approval. The Commission will notify applicants of its decision in May.

**Funding is anticipated to be available by June 1, 2008.**

Program staff will work with each award recipient to develop a contract that specifies the scope of work to be funded. See more information in "Program Requirements" section below.

## Public Benefit Requirements

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The primary purpose of funding through the Heritage Barn Preservation Program is to prolong the life of significant historic agricultural buildings that provide economic benefit to our citizens and enrich communities throughout King County. In return for public funding, the following requirements apply:

- Award recipients will be expected to proactively maintain their historic barn or outbuilding for a minimum of ten years.
- Public access to the exterior of properties which are not visible from a public right of way must be provided under reasonable terms and circumstances; for example, visits by non-profit organizations or school groups must be offered at least one day per year. Public access to the exterior of properties which are visible from a public right of way is encouraged but not required. Public access to the interior of properties is not required under any circumstances.
- The contract may include a term historic preservation easement or covenant which specifies public benefit and minimum maintenance requirements.

## Program Requirements / Obligations of Grant Recipients

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- Once funding is approved, Program staff will work with award recipients to develop a scope of work for an agreement or contract. Recipients are required to sign a contract prior to commencing work.

- Funds are paid on a reimbursement basis. When the award is less than the amount requested, applicants and staff work together to develop a reduced scope of work.
- *King County reserves the right to redefine the project scope to address critical needs first.* The contract will also specify a schedule of reimbursements, required insurance, and public benefit obligations.
- Funds can be applied only to cash expenditures and cannot be used to pay for any expenditure made prior to the contract period.
- For a building owned by an individual, the owner must sign the contract. When a lessee or other representative of the owner is the applicant, both the owner *and* representative must sign. For organizations, both the Board president *and* executive director must sign the contract. The responsible official must sign for public agencies.
- Individuals and organizations receiving funding from King County are required to demonstrate liability insurance coverage for the project. Types and levels of insurance coverage are stipulated in the contract between King County and the individual or organization.
- Construction must begin within one year of the award date, and project work must be completed within two years of the award date.
- The *King County Heritage Barn Preservation Program* must be acknowledged on any materials publicizing the project. A sign acknowledging the program shall be posted at the worksite for the duration of the project.
- Proposed rehabilitation work supported by this program will be reviewed by King County Historic Preservation Program staff. Work on buildings already listed in the National Register of Historic Places, the King County Landmark Register or local registers through the Interlocal Preservation Program may be reviewed by the King County Landmarks Commission.
- If a recipient of Heritage Barn Preservation funding or subsequent owner of a property that was assisted by this funding takes any action within ten years of the award with respect to the assisted building which destroys the building's historic integrity or context, the funding shall be repaid in full within one year. Such actions may include demolition or substantial alteration.

## The Secretary of the Interior's Standards for Rehabilitation

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All projects funded through the Heritage Barn Preservation Program must comply with the *Secretary of the Interior's Standards for Rehabilitation of Historic Buildings*. The standards are intended to be applied in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

More information about the *Secretary of the Interior's Standards for Rehabilitation* can be found at [www.cr.nps.gov/standards.htm](http://www.cr.nps.gov/standards.htm)